



BOARD OF DIRECTORS MEETING AGENDA
Wednesday, February 16
Legends Times Two, 1333 West Lindsey, 11:30 a.m.

Lunch 11:30 a.m.

Business 11:45 a.m.

Action Items:

- I. Minutes
Action: Consider approval of January NCVB Board meeting minutes.
- II. Financials / Treasurer's Report for Month of January
Action: Consider receiving January financials and filing for audit and receiving Treasurer's report.
- III. Front Office Renovations
Action: Consider approval of cash payment method for front office/welcome center renovations project.
- IV. Online Housing Reservation System
Action: Consider approval of Jack Rabbit Systems as the online housing reservation system for VisitNorman.com.

Reports:

- V. Lighting Ordinance
- VI. Website
- VII. Visitor Guide
- VIII. Staff Reports
 - a. Key Indicators/Initiatives
 - b. Sales Report
 - c. Community Development
 - d. Partner Reports
 - e. Attraction Developments

Adjourn: 1:00 p.m.

MISSION: *The Norman Convention and Visitors Bureau exists to promote the city, to attract overnight meeting, convention, sport and tourism business to the community, and to enhance and contribute to the overall identity and economic well-being of the city.*



BUREAU CALENDAR NOTES

Hospitality Roundtable, TODAY, 4:00 p.m., NCVB offices

Executive Committee Meeting, Wednesday, March 9, 8:30 a.m., NCVB offices

Board of Directors Meeting, Wednesday, **March 23**, 11:30 a.m., Legends Restaurant
***One week later due to Spring Break**

PROJECTED FUTURE BOARD MEETINGS

March 23 – FY 12 Budget; Officer and 1 At-large Seat Nominating Committee

April 20 – Destination Marketing Plan / FY 12 Goals; Committee structure

May 18

June 15 – Officers and Board Members

July – no meeting

August 17 – Leisure Advertising Plan

September 21

October 19

November 15

December – no meeting

January 18 – planning retreat

February 15 – FY 13 Budget – draft

March 21 – FY 13 Budget